

From: School Finance [drosenthal@mt.gov]
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To: OPI Staff
Subject: March 2011 School Finance Newsletter

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Montana
Office of Public Instruction
Denise Juneau, State Superintendent

School Finance



Welcome Brenda Thomas!

The School Finance Division is pleased to announce that Brenda Thomas is our new Financial Specialist responsible for training, impact aid, elections, tuition and out-of-district attendance, and ARRA reporting. Prior to coming to OPI, Brenda spent 3 years working at the Dept. of Environmental Quality as a Collections Specialist and Administrative Specialist. Prior to that, she worked almost 5 years at the Student Assistance Foundation working with student loans in various capacities and 9+ years as the Office Manager at the Adit. She comes to us with a Bachelor's degree in Business Administration, great organizational and customer service skills, and an energetic personality. Brenda began working at OPI on February 28. Welcome, Brenda!

FY2011-12 Preliminary General Fund Budget Data Sheets

The OPI School Finance Division has posted FY2011-12 Preliminary General Fund Budget Data Sheets and updated the General Fund Budget Excel Spreadsheet to assist schools in budgeting for the FY2011-12 school year. The budget data sheets reflect the basic and per-ANB entitlement rates shown in 20-9-308, MCA and estimated special education instructional block grant and related services block grant rates.

The Preliminary Budget Data Sheets can be accessed at this link: [CLICK HERE](#)

The General Fund Budget Excel Spreadsheet can be accessed at this link: [CLICK HERE](#)

(Note: Please download this current version of the spreadsheet to your computer (right-click on the link and choose "Save Target As" to save it to your desktop.) Previous versions of the spreadsheet are no longer applicable for preliminary budget purposes.

Other resources posted on the website:

- FY2011-12 General Fund Overview and Worksheets: [CLICK HERE](#)
- FY2011-12 Budget Limitation Summary: [CLICK HERE](#)

Please contact the following individuals with questions:

Kathleen Wanner, Financial Specialist (406) 444-9852 or kwanner@mt.gov

Nica Meralá, Financial Specialist (406) 444-4401 or nmerala@mt.gov

Janelle Mickelson, Financial Specialist Supervisor (406) 444-3249 or jmickelson@mt.gov

ARRA 3rd Quarter Report for FY2010-11 Coming Soon

The ARRA 3rd Quarter Report for FY2010-11 will be open in the MAEFAIRS system in mid-March. This report will satisfy the "1512" reporting requirements associated with the American Recovery and Reinvestment Act (ARRA) for all ARRA funding distributed by the Office of Public Instruction.

All school districts and special education cooperatives are required to report on ARRA funds for which they are the prime applicant. **The 3rd quarter report is due no later than March 31, 2011.** Note: Due to federal reporting deadlines, OPI cannot accept late reports. Reporting is a federal requirement for receiving ARRA funds. OPI may temporarily withhold all ARRA funds from non-reporters until the end of the next quarterly reporting cycles in June 2011. Please report timely.

The quarterly report covers the following areas:

1. FY2010-11 ARRA General Fund State Fiscal Stabilization Funds (GF SFSF) Reimbursement Requests
2. FY2010-11 Education Jobs Fund Reimbursement Requests (ED Jobs)
3. Vendor and Jobs Created/Retained Information for the following funding sources:
 - ARRA General Fund State Fiscal Stabilization Funds (GF SFSF)
 - Education Jobs Funds
 - ARRA IDEA, Part B
 - ARRA IDEA, Preschool
 - ARRA Title I, A
 - ARRA Title II, D, Education Technology (SLATE Grants)
 - ARRA McKinney-Vento Homeless Assistance

OPI will send an official email when the MAEFAIRS system is open for ARRA 3rd

Quarter Reporting.

For more information, contact [Denise Ulberg](#), (406) 444-1960

1st Semester FY2010-11 Transportation Payments

The OPI will distribute the FY2010-11 first semester transportation payments on March 25, 2011. The county superintendent can access the amount to be paid for the county reimbursement from the transportation program located at this link: <http://data.opi.mt.gov/Transportation/>.

The second semester payment will be made in June.

For more information, contact [Donell Rosenthal](#), (406) 444-3024

FY2009-10 Federal A-133 Audits due March 31, 2011

A-133 "Federal" audits for FY2009-10 are due to OPI by March 31, 2011. This affects school districts and cooperatives that spent more than \$500,000 of federal money (including USDA commodities) during FY2009-10.

For districts and cooperatives that spent less than \$500,000 of federal funds and received more than \$500,000 of revenue from all sources during FY2009-10, audits are due June 30, 2011.

Audited financial statements must comply with national reporting requirements passed by the Governmental Accounting Standards Board (GASB).

For more information, contact [Rebecca Phillips](#), (406) 444-0783

MASBO Budget Workshops

MASBO is offering budget workshops at the following locations:

- March 7 – Great Falls
- March 14 – Havre
- March 22 – Kalispell
- March 28 – Billings

- To register, click on this link: [CLICK HERE](#)

For more information, contact [Lynda Brannon](#), (406) 442-5599

MASBO Regional Workshops

The MASBO Regional Workshops are scheduled as follows:

- Region 1 March 23 in Kalispell
- Regions 2 & 4 April 6 in Great Falls
- Region 3 March 23 in Glasgow
- Region 5 March 23 in Billings
- Region 6 March 24 in Miles City

Registration and agendas may be accessed at this link: [CLICK HERE](#)

For more information, contact [Lynda Brannon, MASBO Executive Director](#), (406) 442-5599

FY2011-12 Indirect Cost Rate Applications Now Available

Districts that plan to charge indirect costs (e.g. general administration, accounting services, and personnel services) to FY2011-12 federal and state grant awards using an indirect cost rate must complete an indirect cost application form. Application for an indirect cost rate does not increase the amount of the grant award.

Indirect Cost Rate Application forms and resources for FY2011-12 are now available on the OPI website.

Indirect Cost Rate Cover Letter (please read): [CLICK HERE](#)

Indirect Cost Rate Instructions: [CLICK HERE](#)

If you intend to reclassify costs to adjust your indirect cost rate, please read through the indirect cost rate instructions carefully. For your convenience, costs that may be reclassified are highlighted in blue. We have also created a reclassification calculator for aiding in the determination of your adjusted indirect cost rate. The calculator is located at the following link: [CLICK HERE](#)

Schedule A, which shows the preliminary rates is available at: [CLICK HERE](#)

Certification Forms are posted at: [CLICK HERE](#)

If you have questions or need assistance viewing the files, please contact Donell Rosenthal at (406) 444-3024 or email drosenthal@mt.gov.

Questions about how to complete the indirect cost rate application should be directed to Paul Taylor.

For more information, contact [Paul Taylor](#), (406) 444-1257

USEFUL LINKS

ARRA Quarterly Reporting, Accounting Guidance and Other Resources:
<http://www.opi.mt.gov/Finance&Grants/SchoolFinance/Index.html>

State Entitlement Payments to Schools:
http://www.opi.mt.gov/Finance&Grants/schoolfinance/Index.html#p7GPc1_9

School Accounting:
http://www.opi.mt.gov/Finance&Grants/schoolfinance/Index.html#p7GPc1_3

Forms and Publications & Tuition:
http://www.opi.mt.gov/Finance&Grants/schoolfinance/Index.html#p7GPc1_10

Pupil Transportation:
http://www.opi.mt.gov/Programs/SchoolPrograms/Pupil_Transportation/index.html

Student Count for ANB:
http://www.opi.mt.gov/Finance&Grants/schoolfinance/Index.html#p7GPc1_8

Audit Information:
http://www.opi.mt.gov/Finance&Grants/schoolfinance/Index.html#p7GPc1_4

SCHOOL FINANCE DIVISION

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About Our Division "The Montana Office of Public Instruction provides vision, advocacy, support and leadership for schools and communities to ensure that all students meet today's challenges and tomorrow's opportunities."

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Montana Office of Public Instruction Denise Juneau, Superintendent